

7. Flooding

Initial Response

- If, based on the severity of the flooding, there is any potential danger if you remain inside the building, evacuate the area. (See Appendix B)
- If it is safer to remain inside the building, shelter in place. (See Appendix C)
- Contact a college official and report the exact location and severity of the flooding.
- If the flooding presents any danger to persons, call 911.
- Follow the General Instructions below.
- College personnel will assess and investigate the situation and take steps to mitigate the damage, remove the water, and perform repairs, as appropriate.
- Depending on the nature and degree of the flooding, other support agencies and resource units may be brought in for service or assistance.
- Wait for and follow instructions from college personnel or law enforcement.

General Instructions

- Use extreme caution around any electrical appliances or outlets near any leak or water.
- Take only essential steps to avoid or reduce immediate water damage, such as covering objects with plastic sheeting or moving small or light objects out of danger.
- If it is safe to do so, secure vital equipment, records, and hazardous material, and shut off all non-essential electric equipment.
- If there is any potential for danger if you remain inside the building, or if otherwise instructed, evacuate the area. (See Appendix B)
- If it is safer to remain inside the building, shelter in place. (See Appendix C)
- If instructed to shelter in place, move to the upper floors of the building, if possible.
- Do not leave the building or area under any circumstances until you have been cleared to do so by college officials or through the Emergency Communications Systems.
- Once out of the building or area, do not return under any circumstances until it has been cleared for reentry by college personnel or through the Emergency Communications Systems.

Special Considerations

- This section is intended to cover isolated floods (caused by water leaks in a particular building or area of campus) as well as larger floods that impact the local and/or campus community (caused by flooding of a river or other body of water). The response to a particular flood may vary depending on the specific circumstances.
- If flooding results in physical compromise to a building or facility on campus, contact the college personnel to assess damage or compromise to any hazardous materials in the building/facility.